

FS Direct

Direct Communication to Foreign Service Employees and Family Members
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FLO Homepage on the Intranet

<http://hrweb.hr.state.gov/flo/index.html>

FLO Homepage on the Internet

<http://www.state.gov/m/dghr/flo>

Email FLO – flo@state.gov



EMPLOYMENT

[The Network](#) - the FLO webpage, updated monthly, provides job opportunities and listings in the Washington, DC area.



INFORMATION & RESOURCES

FLO Publications on the Internet may be found at

<http://www.state.gov/m/dghr/flo/rsrscs/pubs/>



FS FAMILY MEMBERS

Job Seekers Network Group supports the DC area job seeker.

Calendar- <http://www.state.gov/documents/organization/37848.pdf>



FS DIRECT SUBSCRIPTIONS

To subscribe, please use the following links:

Internet: <http://www.state.gov/m/dghr/flo/c9156.htm>

Intranet: <http://hrweb.hr.state.gov/FLO/FLOSubscription.html>

Via AAFSW: Visit the FLO area of the AAFSW web site at <http://www.aafsw.org> and click on FLO newsletters.

FS Direct is also available on the FLO Internet web site at <http://www.state.gov/m/dghr/flo/rsrscs/pubs/c5709.htm>

Employment

At Long Last: Implementation of the PIT Buyback Legislation!

On September 7, 2005, the Director General announced that OPM recently published the implementing regulations for "1989-1998 PIT Service Buyback" provisions. For further information and guidance on this very important benefit to family members who worked under a PIT Appointment see: [Department Notice](#); [Information Sheet #1](#); [Information Sheet #2](#).



Global Employment Strategy and Manpower Offers Free Training to FS Spouses!

The Department of State entered into a partnership with Manpower, the global placement firm, to benefit spouses and Members of Household of USG employees assigned to an overseas post through FLO's GES initiative. This agreement provides the added benefit of free training through Manpower's online courses and is available to all spouses and MOHs both domestically and internationally. For more information and instructions on how to access Manpower's services, [visit FLO's GES web page](#).



Job Seekers Network Group

FLO's Job Seekers Network Group will start up again on **September 22nd, 2005 - 1:00 - 2:00 p.m.** with a meeting in the Main State Department building.

The Job Seekers Network Group is for Foreign Service family members who are committed to a job search in the Washington D.C area. The Network Group will serve to get you updated job search information, keep you motivated, and put you in touch with colleagues also looking for work. The idea is to share information, contacts, tips, and offer support.

The Job Seekers group usually meets twice a month. First meeting will take place on Thursday, September 22nd, 2005 from 1:00 – 2:00 p.m., Main State Department, room 1105. [Schedule](#).

For access to the Department of State main building (C-street & 23rd St. – main entrance at C-Street): please, bring a diplomatic passport, if you have one. If not, please bring any photo ID and FLO will come to escort you in.



Education and Youth

Coming Back from Overseas?

We all know that these moves can be tough on everyone, but when there are kids involved, we hope that they will make a soft landing. I'd like to share with you a recent situation that shows how one Foreign Service kid found support. This young lady, a junior in high school, was coming back to the US after many years abroad. Her mother contacted FLO about some academic concerns, and we started communicating with her new high school. I was also able to see that another FS girl - same age - was returning and would be in the same school, so a connection was made. This young lady also signed up for the college workshop sponsored by FLO and the **Foreign Service**



Youth Foundation, and not only learned about the college application process, but met another group of FS kids the same age and found there was an instant connection there with other kids who "get it" about the internationally mobile lifestyle. As a result, she's made new friends, knows 2 FS girls who will be in her high school, the school knows she's there, and she's excited about participating in the next Foreign Service Youth Foundation event. Now that's a story of a teen making a "soft landing" upon return!

There are other groups out there where kids and parents can plug in of all ages - there is a playgroup sponsored by **AAFSW**, a **Diplokids** group of kids ages 5 - 10 that organizes family activities, a middle school group that has several activities planned already, and an active teen group. In addition, there are groups within AAFSW for other interest groups, including a foreign-born spouse group. And remember FLO is also here to help - we meet with many people coming by the office every day, and the **Job Seekers Networking Group** is starting up again. We've all been in this relocation boat before, and are ready and willing to help you, too, to make a soft landing!



Study Help



School is back in session again, and now thoughts are turning to how to help our kids succeed in school. I'd like to highlight some of my favorite websites, found through FLO's [Education and Youth page](#).

Barbara Feldman's [Surf the Web for Kids](#) is a link under our Education Resources page. This month she has a great collection of "Study Skills." She does all the work and only selects the best for her site - this is definitely one you'll want to bookmark under "Favorites" for the kids!

www.ReadingRockets.org - This is another website that helps parents and teachers who are working with kids learning to read, including those who are struggling. It is full of helpful suggestions written by reading experts.

Montgomery County Public School's Division of Technology Training has put together a place where you can link to various [online SAT prep sites](#). This is great for our kids overseas who don't have access to SAT prep courses, or for those who are here and don't have time to go to the classes. Many of these courses online have a fee, while others are free, and you can work at your own pace and on the skills you target.



Feeling Alone with the Challenges of Parenting Exceptional Children?

All children are exceptional, of course, but in the education world exceptional can also mean kids with special needs or those who are gifted and talented. There are now two new listservs for Foreign Service parents of special needs or gifted students who would like to share information, resources, advice, and support with other Foreign Service parents in similar situations. To sign up, send an email to:

FSspecialneeds@yahoogroups.com or FSgifted@yahoogroups.com.



The Foreign Service Youth Foundation needs a few Minutes of Your Time

The Foreign Service Youth Foundation (FSYF), needs a few minutes of your time and your valuable input so that it can best meet the needs of today's Foreign Service youth - your children.

The FSYF was established in 1989 to support the social and informational needs of Foreign Service youth. In order to keep up to date with today's young people, the FSYF is undertaking, in cooperation with the Department of State, a Foreign Service Youth Needs Assessment Survey. Your participation in this survey will greatly assist the FSYF in planning and attaining funds for innovative youth programs and services.

We need your support by completing this vital survey! The FS Youth Survey can be found on the FSYF web site at <http://www.fsyf.org>. There are two surveys: one is for parents to fill out; the other for all the children in your household to complete. All survey responses will be kept confidential and under no circumstances will they be reported to any individual or government office.

Thanks,
Cathie Grant-Goodman,
Board Member, FSYF



Functional Training and Other Learning Opportunities



TRANSITION CENTER COURSES October - November

The George P. Shultz National Foreign Affairs Training Center offers training for *all* foreign affairs employees and adult family members. Classes are held at the Shultz NFATC FSI at 4000 Arlington Blvd in Arlington, VA. Classes fill quickly. You can check the FSI course catalog on the Department's OpenNet (<http://fsi.state.gov>) for space availability.

All courses listed below (except for *Transition to Washington for Foreign-Born Spouses* and *Raising Bilingual Children*) are **tuition-based**. Non-State employees/family members must submit an SF 182 (with fiscal data) through their Training Officer to the Office of the Registrar at FSI. State employees and eligible family members enroll through the employee's CDO. The FSI Registrar must receive written notice of cancellation five workdays before the course begins.

For non-tuition courses (*Transition to Washington for Foreign-Born Spouses* and *Raising Bilingual Children*), all employees/family members - regardless of agency - can register through TC at 703-302-7268 or email FSITCTraining@state.gov. The deadline for all TC registrations is by 11:30 am the day before the class. Be advised, some classes may be full by this date.

In consideration of others, please arrange your own childcare when attending FSI TC classes for adults. Programs appropriate for children (listed in the paragraph above) are indicated in the FSI catalog or on TC advertisements.

Oct. 5-7	Regulations, Allowances & Finances	MQ 104	9-4
Oct. 11-12	Security Overseas Seminar (SOS)	MQ 911	9-4
Oct. 15	Transition to Washington for Foreign-Born Spouses	MQ 302	9-1:30
Oct. 18	Advanced Security Overseas Seminar	MQ 912	9-4:20
Oct. 19	Emergency Medical Trauma Workshop	MQ 915	9-4
Oct. 24-25	Security Overseas Seminar (SOS)	MQ 911	9-4
Oct. 27	Post Options for Employment & Training	MQ703	9-4
Oct. 28	Communicating Across Cultures	MQ 802	9-4
Oct. 29	Protocol	MQ 116	9-4
Oct. 31- Nov.2	Making Presentations from Design to Delivery	MQ 111	9-4
Nov. 3-4	Private Sector SOS	MQ 917	8:30-4:30
Nov. 5	Realities of Foreign Service Life	MQ 803	9-4
Nov. 7-8	Security Overseas Seminar (SOS)	MQ 911	9-4
Nov. 8&15	Targeting the Job Market	MQ 704	9-4
Nov. 16	Raising Bilingual Children	MQ 851	6-8:30 pm
Nov. 19	Protocol		9-4
Nov. 21-22	Security Overseas Seminar (SOS)	MQ 911	9-4
Nov. 28-29	English Teaching Seminar		9-4
Nov. 29	Advanced SOS	MQ 912	9-4
Nov. 30-Dec. 2	Regulations, Allowances & Finances	MQ 104	9-4



Take Note -

SOSA Deadline Fast Approaching

Fall is almost here, and with it, the October 7 deadline for the prestigious **AAFSW/Secretary of State's Award for Outstanding Volunteerism Abroad (SOSA)**. If you know someone at post (or who has recently departed) who has done outstanding volunteer work in the host country or post community, nominate him or her or yourself for SOSA. All family members over 18 years of age and employees attached to the mission are eligible. Posts and individuals may submit as many nominations as they wish.

The Secretary of State will choose a winner from each geographical bureau—that means six winners will each receive \$2,500; a trip to the award presentation at the Department of State on December 6, 2005; a pin; and a certificate signed by the Secretary of State! This generous prize is made possible in part by new funding provided by the Green Family Foundation, which was created by Ambassador Steven J. Green and his wife, Dorothea, in 1991 to support groups and individuals working for social change. AAFSW is proud the

Green Family Foundation wishes to encourage volunteerism abroad as former Secretary of State and Mrs. James A. Baker and other SOSA donors have done since 1990.

For nominating procedures, go to www.aafsw.org or contact the AAFSW office. All nominations must be emailed to office@aafsw.org or faxed to 703-820-5421 by October 7, 2005.



The Secretary's Open Forum Upcoming Events

After a brief hiatus, the **Secretary's Open Forum** is pleased to announce the following upcoming events for **Fall 2005**:

September 29, 3:00 to 4:00 PM -
**Mr. Thomas Friedman, New York Times Columnist and
Author of *The World is Flat***

October 4, 1:00 to 2:00 PM -
**Dr. Anthony Fauci, Director,
National Institute of Allergy & Infectious Diseases**

We hope to see you - employees of the **Department of State** and the **U.S. Agency for International Development** - at these exciting events. Please be aware that individual notices will be issued prior to each Forum, which will provide you with location and confirmation of timing.



Passport Services Introduces Online Application Status

Effective August 12, 2005, customers who have recently applied for a Regular (Tourist) U.S. passport and want to know the status of their application may do so by accessing http://travel.state.gov/passport/get/status/status_2567.html using a standard browser. Customers can securely enter online their last name, date of birth, and the last four digits of their Social Security Number to receive information on the status of their application. A customer's personal information will remain in our system only long enough for he or she to complete their inquiry, thus protecting that data, as authorized by law. This information will then be deleted from our system.



Customers who have applied for an Official, Diplomatic, or other No-Fee passport must contact their travel office to get a status-check on those types of applications.

This service will enhance the status-check option currently only available to customers by phone or email at the National Passport Information Center (NPIC). It will also allow Passport Services to better allocate resources at NPIC by freeing Customer Service Representatives to respond to other calls and inquiries, reducing waiting time.

Customers may still request an application status-check via email, at travel.state.gov, or by calling, toll-free, the National Passport Information Center at 1-877-487-2778 (TDD/TTY 1-888-874-7793).

For more information on applying for a U.S. passport, forms, and a wealth of other international travel information, please visit our website at travel.state.gov.



Major Airlines Lower Baggage Weight Limit for International Travel

Some major airlines will be reducing their checked baggage weight limit for international travel in September 2005. Northwest, their partner KLM, and Continental Airlines have announced a reduction in their checked baggage allowances for international travel bringing their policies in line with domestic flights. Other major airlines are expected to follow suit and travelers are encouraged to contact their scheduled carrier airlines directly for further information.

As of September 1, 2005, Northwest Airlines and their partner KLM will reduce the international weight allowance for passengers' checked luggage from 70 pounds to 50 pounds per bag. Continental Airlines will do the same effective September 7, 2005. Travelers should be prepared to pay \$25 for each piece of luggage weighing between 50 and 70 pounds and \$50 per piece for luggage weighing between 70 and 100 pounds. The new international checked baggage policy (50 pounds maximum weight per piece) brings Northwest and Continental Airlines in line with their respective domestic checked baggage policies.

Each ticketed passenger traveling on domestic routes for Northwest and Continental Airlines continues to be allowed two pieces of checked luggage up to 50 pounds each and one piece of carry-on luggage plus a purse or briefcase or laptop case. Additional charges apply for extra pieces (above the two allowed) and/or oversize pieces. Luggage weighing between 50 and 70 pounds for domestic travel is assessed \$25 per piece and \$50 per piece for luggage weighing between 70 and 100 pounds. Luggage weighing over 100 pounds is not accepted as checked luggage on both airlines. The maximum total linear dimension (length plus width plus height) per piece of checked luggage will remain at 62 inches (158 cm).



Intern Program Helps Young People Get a Foot in Uncle Sam's Door



From Washington Post

8/10/2005

Stephen Barr

Young professionals interested in federal employment may want to take a look at the Federal Career Intern Program, which was designed to make it easier for agencies to recruit with less red tape.

The Office of Personnel Management published its "final rule" for the program Aug. 2 in the Federal Register. In its

notice, OPM said the program will help agencies recruit people "who have a variety of experiences, academic disciplines, and competencies necessary for the effective analysis and execution of public programs."

The intern program is relatively new. It was created in 2000 through a presidential order and has operated under an interim rule. Although it is called an intern program, applicants need not be students to apply.

The program began in 2001, when 413 applicants were accepted. By 2002, the program hired 2,851 interns, and by 2004, it was up to 6,619 participants.

The Social Security Administration and the departments of Veterans Affairs and Homeland Security are among the agencies that use the program, OPM data show. Homeland Security hired 1,330 interns in 2004, for example.

The intern program allows agencies to bring people into jobs that are viewed as trainee positions at various starting salaries, such as \$28,600, \$35,000 and \$43,000 in the Washington area.

Most of the jobs are for two years, and participants who meet program goals usually get a chance to convert to a full-time job in the civil service without having to go through the usual competitive hiring process.

In its final regulation, OPM points out that the intern program provides a less cumbersome option for hiring. It allows agencies, for instance, to offer internships at job fairs and other recruitment venues without having to post the jobs first on a Web site.

The program is administered by each agency and not at OPM. Most agencies have posted material about their internships on their Internet sites.

In addition to the career intern program, the government sponsors programs that place students in temporary jobs, and some of those can lead to full-time employment. Information about those programs can be found at <http://www.studentjobs.gov>.



Long Term Care Insurance Seminar



Wealth Preservation. Control. Choice.

If you're considering purchasing a long-term care policy and are wondering if it's right for you or are simply interested in learning how the plan offered through your employer compares to what you'll find in the private market, consider attending this event. Also find out about policy discounts only available to credit union members!

**Presented by: Elizabeth O'Beirne
Long-Term Care Specialist**

**Wednesday, September 14, 2005
Noon to 1 p.m.
Room L-400, SA-6
1701 N. Fort Myer Drive
Arlington, VA**

Insurance sold through League Insurance Agency in Connecticut and Member Protection Plan, Inc., in other states. LIA & MPIP are subsidiaries of the CUNA Mutual Group. Similar products may be purchased from an agent or company of your choice. **Not federally insured and not underwritten or guaranteed by the credit union.**



Job Opportunity

Opening for Curriculum Assistant II: Continuing Training and Testing; School of Language Studies at FSI; contract position.

Duties:

- The Curriculum Assistant provides comprehensive administrative support to the Program Coordinator with tasks related to FSI's direct funding initiative and the post language officer course.
- The Curriculum Assistant is expected to handle correspondence with Foreign Service Officers of various ranks at overseas US Embassies and Consulates, and assists in preparing program summaries for senior management. This task requires

high level of writing skills and a strong ability to extract most relevant information and communicate it in writing.

- S/he analyzes budget requests for accuracy, processes these requests by extracting information and entering them into a database and prepares reports.
- S/he is responsible for maintaining an up-to-date list of Post Language Officers worldwide, and serves as the point of contact for participants registering for the Post Language Officer course and consultations. The Curriculum Assistant is responsible for compiling training materials for the course/consultations, setting up equipment, teaching aids, and providing logistical arrangements.
- Furthermore, the Curriculum Assistant compiles information and articles for the Post Language Program Newsletter and uses desktop publishing to design layout.
- S/he may undertake any other administrative duties as assigned.

Skills

- Knowledge of Microsoft Word, Excel, Access and PowerPoint.
- Excellent oral and written communication skills
- Attention to detail
- Ability to multi-task and work under tight deadlines

For more information, please contact Ms. Ildiko Cossich, via email at Cossichi@state.gov or telephone at 703-302-6771.



Be A Volunteer Instructor for Presidential Classroom

You are invited to apply for the **2006 Presidential Classroom (PC) Volunteer Instructor Program**. Volunteer Instructors are professionals with backgrounds in law, government, business, academia and the military and they are the backbone of PC's weekly programs.

At [Presidential Classroom](#), students examine the federal government beyond the marble buildings. During each weeklong program, students – from the United States and abroad – interact with Members of Congress, presidential appointees, senior military officials, top business leaders and journalists. Students also observe the United States Congress in action, visit renowned sites and debate key issues with their peers. The Volunteer Instructors play a critical role in each PC Scholar's experience.

Volunteer Instructors serve in one of the 15 weeklong programs. Two instructors supervise each Caucus or Working Group of about 40 students, facilitate student discussions and guide them through program activities. Volunteer Instructors also act as role models, sharing their own career experiences and insights with students.

Professional Development

As a Presidential Classroom Volunteer Instructor, you will develop or enhance leadership, organizational, facilitation and other professional skills. You will also bolster teamwork skills as you work with colleagues from other agencies and organizations. In addition, there are networking opportunities that will increase your professional contact resources. At the end of your service, Presidential Classroom will award you with a certificate of participation. The U.S. Office of Personnel Management and many federal and military organizations recognize this experience as a professional development opportunity.

Qualifications

An instructor candidate must have a bachelor's degree, show a high level of energy and interest in working with young people and possess good communication skills. Instructors must also have a general knowledge of U.S. government and politics.

In 2005, Presidential Classroom received more than 500 applications for approximately 250 available instructor positions. Selection is based on the candidate's professional experience, ability to work with people of all ages, understanding of Presidential Classroom's mission, and availability to serve for seven consecutive days.

If selected you will be required to:

- Attend a PC Volunteer Instructor Program Orientation, presented the first day of the week you serve.
- Fully participate in the weeklong program, Saturday through Friday, approximately 8:00 a.m. - 11:00 p.m. daily.
- Attend all Classroom functions (including seminars and group meetings) and travel with the students to and from all activities.
- Adhere to Presidential Classroom rules while serving on the staff, including no smoking or drinking

Application Process:

Interested Department of State employees should apply to Presidential Classroom through HR/CSP. Include a brief (one paragraph) biography. You may also include a résumé if it provides relevant information not covered in the application or biography. Use these links to find the [application in pdf](#), [Microsoft Word](#), or contact us at instruct@presidentialclassroom.org. Please include a statement from your supervisor agreeing to allow your absence from work for this developmental opportunity. Send the completed application package to Darrell Bott, HR/CSP, SA-1 Room 1104. Applications must be submitted by **November 25, 2005 for the Winter Session** and **March 31, 2006 for the Summer Session**. The earlier you submit the application the better your chances of participating in this exciting opportunity. The Presidential Classroom staff makes the

final selections and may interview finalists – in person or by phone. Applicants will be notified of their status on a rolling basis.

For more information about the program, please check out the [Presidential Classroom](#) web site or, call 1-800-441-6533 or (703) 683-5400 [if located in the Washington, D.C. metropolitan area]. Your point of contact in the Department of State is Darrell Bott, (202) 663-2145, or email at bottdw@state.govT.

